

## SPECIAL MEETING MINUTES

### SCHOOL CAREER TECHNICAL PROGRAM RENOVATION PROJECT BUILDING COMMITTEE

October 3, 2016

Town Hall Lower Level Conference Room L100

- I. Call to Order – The meeting was called to order at 5:15 PM by Chairperson Tofeldt.
- II. Roll Call - Members present: Bob Tofeldt, Chairperson; Tim Manke, and Carol Anest. Others present Jim Healy, Quisenberry Arcari Architects; William Collins, PhD, Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operations Officer; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of prior meeting minutes – Ms. Anest made a motion to approve the minutes of the June 27, 2016 meeting as presented. A second to the motion was made by Mr. Tofeldt. The motion passed by a vote of 2 YES to 0 NO with Mr. Manke abstaining (absent from prior meeting).
- V. Review and Take Action on Newington High School Project Bid – Mr. Baron reported that bids had been opened and 12 bids were received. He had distributed the bid results prior to the meeting. Mr. Healy checked with both of the lowest two bidders. Neither had an issue with completing the culinary work for January 15, 2017 as stated in the bid specifications. The Town has experience with both Enfield Builders (Town Hall lower level and Transition Academy projects) and Scope Construction (John Wallace Middle School Aerospace Academy project). Alternate One was for a foundation for future aerospace academy expansion. Staff's recommendation was to award the bid, for the Base Bid only, to Enfield Builders. Acceptance of the Alternate Bid item would reduce the project contingency below 4% and would also result in a tie bid. Mr. Baron distributed a proposed project budget. Following Town Council action and the signing of contracts, receipt of bonds, etc. it would not be unrealistic to anticipate the start of construction by November 1. Ms. Anest made a motion that the School Career Technical Program Renovations Project Building Committee accept the Base Bid of Enfield Builders of Enfield, Connecticut of 1,813,000 dollars for Bid No. 2, 2016-17, Renovations for the Aerospace, Biomedical, Genomics, and Culinary Academies at Newington High School; that the Committee approves the project budget as presented; and that the Committee recommends both the bid of Enfield Builders and the project budget to the Newington Town Council for its acceptance and authorization for the Town Manager to execute appropriate contracts to

accomplish construction. A second to the motion was made by Mr. Manke. The motion was approved unanimously by a vote of 3 YES to 0 NO.

- VI. Other Business Pertinent to the Committee – Mr. Baron stated that other project building committees had authorized the chair of those committees to verbally approve change order requests for lower amounts in advance of full committee approval, in order to allow their projects to continue to move forward and to avoid having to call meetings on very short notice. Mr. Manke made a motion authorizing the Committee Chair to verbally approve change order requests for amounts of \$10,000 or less. A second to the motion was provided by Ms. Anest. The motion passed unanimously by a vote of 3 YES to 0 NO. Committee members expressed a desire to meet again in November to review construction progress.
- VII. Public Participation – None.
- VIII. Response to Public Participation – None.
- IX. Adjournment – the meeting adjourned at 5:33 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services